

City of Greenfield
Assessor's Meeting
November 21ST, 2019

14 Court Square, 2nd Floor Meeting Room

9:00 am

CALL TO ORDER: Meeting was called to order at 9:04 am by Joseph Ruggeri.

ROLL CALL OF MEMBERS: Chair Joseph Ruggeri, Clerk Dee Letourneau, Chief Assessor Kimberly Mew and Administrative Clerk Sandra Gradoia.

Also present was Nohika Cherubin and Jeff Reynolds from RRG.

Clerk Dee Letourneau read the November 7th, 2019 meeting minutes into the record.

MOTION: On a motion by Letourneau, second by Ruggeri, it was unanimously;

VOTED: TO ACCEPT AND APPROVE THE NOVEMBER 7, 2019 MEETING MINUTES WITH FRIENDLY AMENDMENTS.

PUBLIC COMMENT:

Public comment was opened at 9:11 am by Joseph Ruggeri.

Virginia Desorgher resident of 43 Silver Crest Lane attended the meeting

NEW BUSINESS

Board discussed motor excise abatements.

MOTION: On a motion by Ruggeri, second by Letourneau, it was unanimously;

VOTED: TO ACCEPT AND APPROVE MOTOR VEHICLE EXCISE ABATEMENTS FOR CALENDAR YEAR 2019 FROM NOVEMBER 4TH, 2019 TO NOVEMBER 8TH, 2019.

Jeff Reynolds gave the Board an update of work being completed by RRG

- Gateway submissions were approved for the classification hearing, single tax rate was approved by City Council
- Nohika is working on spreadsheet for fiscal year 2021 I & E's

Kim Mew gave the Board an update of work being completed in the office.

- Mrs. Mew attended the classification on Tuesday and Wednesday, November 19th and 20th.
 - CPA was tabled until the December City Council meeting
- Administrative clerk Mrs. Gradoia is working on Motor Excise Abatements, preparing statutory exemptions that still need to be processed by the board.
- The IT director and Mrs. Mew are working with Munis and Patriot, testing our tax billing file
- Mrs. Mew is taking the test for MAAO course 5 on Friday November 22nd
- Both Mrs. Mew and Mrs. Gradoia are getting ready to prepare the January mailing of I&E's, Personal Property form of list, 3ABC etc.

Mayor Martin joined the meeting at 9:30 am

Board discussed Clerk Letourneau's letter from the Department of Revenue requesting completion of MAAO course 101.

Ms. Desorgher asked the Board what procedure we used to determine affordable housing and vacancies.

Mrs. Mew stated the Assessors office is responsible for valuing properties however there are agencies in Greenfield that determine affordable housing. The Building inspector keeps track of vacancies. Mr. Reynolds discussed that the Assessors are responsible for valuing property at full and fair cash value. Mayor Martin discussed that Greenfield Housing Authority could help determine the number of affordable housing units in Greenfield. He also discussed that

Economic Development and Historic Preservation could assist with determination of the number of affordable housing and vacancies.

Board briefly discussed timeline for TIFS annual filing with the state and the City of Greenfield. Tabled for updated lists of active TIFS and submission deadlines.

Ms. Desorgher discussed that the CPA conversation continued at the end of the City Council meeting on November 20th 2019.

Chair Ruggeri discussed that the split tax rate has been mentioned for many years and questioned the outcome due to the fact that only a 1/4 of our tax base is commercial. Mr. Reynolds discussed that after the commercial revaluation is complete, which is expected to be done by June, we can reevaluate the percentage of commercial properties. Mr. Reynolds discussed that the Assessors office works closely with the Building Inspector's office to keep all of our records up to date.

Ms. Desorgher discussed the proposal of land use code changes to accommodate businesses away from downtown. Mayor Martin voiced concern that by doing this it could deter people from utilizing the main street.

Ms. Desorgher and Mayor Martin departed the meeting at 9:55 am.

MOTION: On a motion by Letourneau, second by Ruggeri, it was unanimously;

VOTED: TO CLOSE PUBLIC COMMENT AT 9:56 AM.

Board discussed Excise Tax Abatement request for vehicle that was not sold. The Mass general law states that the owner of the vehicle must no longer have possession of the vehicle. The plates must be canceled or transferred to another vehicle. Board agrees, the law must be followed. Mrs. Mew will send owner a letter.

MOTION: On a motion by Letourneau, second by Ruggeri, it was unanimously;

VOTED: TO GO INTO EXECUTIVE SESSION AT 10:02 AM.

MOTION: On a motion by Letourneau, second by Ruggeri, it was unanimously

VOTED: TO END EXECUTIVE SESSION AT 10:13 AM.

Board discussed fiscal year calendar timeline and added a few events. Tabled for further discussion.

MOTION: On a motion by Mrs. Mew, second by Ruggeri, it was unanimously

VOTED: TO ADJOURN THE MEETING AT 10:20 AM.

Next Scheduled meeting December 5th, 2019 at 9:00 am
(Meeting rescheduled to December 19th 2019 at 9:00 am).

Respectfully submitted,
Sandra Gradoia
Administrative Clerk
Greenfield Assessors
BOA/sg